MINUTES
ANNUAL MEETING OF THE BOARD OF COMMISSIONERS
HUMBOLDT BAY HARBOUR, RECREATION AND CONSERVATION DISTRICT
January 28, 2016

PRESENT:
Commissioner Doss
Commissioner Dale
Commissioner Marks
Commissioner Higgins

ABSENT:
Commissioner Wilson

President Marks called the Executive Closed Session to order at 6:30 p.m.

President Marks adjourned Executive Closed Session at 6:54 p.m.

President Marks called the regular meeting of the Board of Commissioners to order at 7:02 p.m.

President Marks asked the Sea Scouts to lead the Pledge of Allegiance.

District Counsel reported on the Executive Closed Session as follows: Conference with Real Property Negotiators regarding the Lease with Mario’s Marina at Shelter Cove – no action taken.

PUBLIC COMMENT

Kent Sawatzky said he is on the same page as Commissioner Higgins on the removal of the Klamath Dams and is also pleased with the Cannabis ordinance recently passed by the Board of Supervisors. The ordinance will accomplish downsizing and diminish effects. He said he would like to see retirees and tourists here, not crack heads.

Sebastian Elrite said he is pleased to hear the Harbor District is placing porta-pottys in homeless areas. Maybe Harold Hilfiker could cast them in cement so that they are not easy to tip over. Mr. Elrite said he is interested in a report from staff on the aquaculture expansion and water sampling.

Susan Rotwein said she drove the Oregon Coast and crab was available everywhere. Local testing numbers are elevated from previous tests. Two acceptable domoic acid tests are needed and it will be at least another two weeks before that will happen. Ms. Rotwein commented on the bar and entrance shoaling and requested the Harbor District follow up with legislators and the Coast Guard on the safety of the bar. She also said the Harbor District’s budget revenue is overstated because there have been no ships since July and asked for an updated debt ratio. Ms. Rotwein said there are two items on the agenda for consideration, but there are no supporting documents and these items have budget impacts. She also commented that there have been no meeting minutes approved since early December.

CONSENT CALENDAR: None

COMMUNICATIONS AND REPORTS

EXECUTIVE DIRECTOR’S REPORT

- Congratulated Commissioner Doss as the Eureka Greater Chamber of Commerce Business Person of the Year.
- The tender Bar Fly was put to good use putting in a section of dock on E-dock. Techniques used by Harbor District staff saved a substantial amount of money.
- The new ATT 48-fiber fiberoptic line has been installed at Redwood Terminal 2.
- The Redwood Terminal 2 Infrastructure Reuse Report, funded through the Community Development Block Grant, is now available. The County of Humboldt is anxious to get through this phase in order to begin the design for the next phase for the EDA grant.
- Redwood Terminal 2 Substation Repairs back out for bid due February 1. A special Board meeting may be called for February 4.
- Final New Market Tax Credit Environmental Phase 2 on Parcel B by LACO Associates - Not to Exceed $2,000 - is due February 2.
STAFF REPORTS:

Deputy Director:
- Attended the quarterly Sea Level Rise Adaptation Planning Workgroup Meeting.
- Field visit with agencies to proposed Fields Landing restoration / mitigation project.
- Meeting with Army Corps regarding future dredge permitting.

DISTRICT COUNSEL REPORT:

District Counsel reported he has been spending time on the New Market Tax Credit draft documents; the Board will consider approval at their February 11 meeting.

DISTRICT PLANNER REPORT:

District Planner reported he has been working on an array of permits for the King Salmon Fisherman’s Channel dredging. Also, the first round of uses for Redwood Terminal 2 have been approved, the second part will go back to the County for approval. He attended the Chamber dinner and saw Commissioner Doss receive his award.

COMMISSIONER AND COMMITTEE REPORTS:

Commissioner Doss:
- Has been fielding phone calls on many topics.
- Met with Commissioner Wilson to discuss the Woodley Island Wildlife Area

Commissioner Dale:
- Said it was nice to see Commissioner Doss receive his award from the Chamber. The Chamber does a good job celebrating businesses.
- Missed a Penn Air flight out of Crescent City due to road construction, so he drove to Astoria and Warrenton. There is a lot of activity, but not that different from here. They have similar problems.
- Will be in Washington DC next week. Will try to speak to the Corps of Engineers regarding potential solutions to severe shoaling after storms.

Commissioner Marks:
- Also attended the Chamber dinner and congratulated Commissioner Doss on his Chamber award.

Commissioner Higgins:
- Spoke to Yvonne Everett’s HSU Planning class about the north end of Woodley Island which is dedicated to wildlife. Is it optimal for wildlife species? The rookery on Indian Island is diminishing. Would it be helpful to imitate that rookery on Woodley Island? The wildlife area is “to be managed in its natural condition”. There are many non-native species including eucalyptus. The students will present their report to the Board in May.
- Presented a time lapse video of the rainy season at Chemise Creek east of Garberville.

OTHER

Sea Scouts Year in Review Presentation

Eric Hall, Skipper of the SS Yankee, presented the Sea Scouts to the Board of Commissioners. The Sea Scouts made a presentation of the activities they participated in during 2015, including a crab feed; cleaning out the club house; visiting the US Coast Guard surf station; restored a Venture 23 boat, hoping to sail it this year; cleaning and maintenance on the vessel Yankee; organizing a Christmas party; participating in the Golden Rule send off and participating in the Kinetic Sculpture race and Paddlefest.

NON AGENDA: None

UNFINISHED BUSINESS: None
NEW BUSINESS

A. CONSIDERATION OF APPROVAL OF PERMIT AND AGREEMENT TO OPERATE KAYAK RENTAL SERVICES FOR BRIAN SAXTON DBA HUMBOATS KAYAK ADVENTURES.

COMMISSIONER HIGGINS MOVED FOR THE APPROVAL OF PERMIT AND AGREEMENT TO OPERATE KAYAK RENTAL SERVICES FOR BRIAN SAXTON DBA HUMBOATS KAYAK ADVENTURES. COMMISSIONER DALE SECONDED.

Sebastian Elrite, Aqua-Rodeo Farms, said this business is a good asset to the harbor. Mr. Saxton helps coordinate kayak and oyster tours.

MOTION CARRIED WITHOUT DISSENT.

B. CONSIDERATION OF ACCEPTING FOR FILING PERMIT APPLICATION 16-02 FROM CHEVRON USA FOR THE CHEVRON EUREKA TERMINAL SEISMIC RETROFIT PROJECT.

Deputy Director reported Chevron receives 80% of the area’s fuel by barge every 10-12 days. State Lands is requiring upgrades in the event of a large earthquake. The Harbor District is the lead agency and this project will likely qualify for a Mitigated Negative Declaration. The project entails a replacement of the unloading platform with a prefabricated concrete structure with a containment system. 31 wood pilings will be replaced with four 24” steel pilings. The wooden structure supporting the pipe will be replaced with a steel structure. 38 wood pilings will be replaced with twenty 16” steel pilings. Other permits to obtain are: City of Eureka, CA Coastal Commission, North Coast Regional Water Quality Control Board, US Army Corps of Engineers and North Coast Unified Air Quality Management District.

Susan Penn said someone should get credit for mitigation; someone should be keeping score. It is important to move forward with this; is there a problem with ships travelling over the bar?

MOTION CARRIED WITHOUT DISSENT.

C. CONSIDERATION OF PURCHASE OR LEASE OF ONE (1) SHARP COLOR MX-3570N SYSTEM FROM COASTAL BUSINESS SYSTEMS.

Director of Administrative Services reported the Request for Proposals was distributed on January 13 for the purchase, lease or rental and installation of one Sharp Color MX-3570N System or better. One proposal was received — Coastal Business Systems. The purchase price, including a five year maintenance agreement and all supplies except paper is $27,765.75. A 60-month lease, including a five year maintenance agreement and all supplies except paper is $506.10/mo., comparable to what the District is currently paying monthly. The Lease price is ~$2,600 additional (interest) = ~$43/mo. Staff recommended approving the contract with Coastal Business Systems for the 60-month lease of one Sharp Color MX-3570N System.

COMMISSIONER HIGGINS MOVED FOR THE APPROVAL OF THE LEASE OF ONE (1) SHARP COLOR MX3570N SYSTEM FROM COASTAL BUSINESS SYSTEMS. COMMISSIONER DOSS SECONDED.

Commissioner Higgins stated this is the cost of doing business and producing all the Public Records Act requests.

Executive Director said the copier is one of the most important tools in the office.

Commissioner Doss asked where the purchase is included in the budget and how does the purchase affect the budget. He was not questioning the value of the purchase.

Susan Penn recommended purchasing rather than leasing the copier so that it could be sold after five years. She assumed the benefit of the lease over purchase is there is no initial outlay of funds.

Sebastian Elrite asked if Public Records Act request documents could be pdf’s or do they have to be paper.
Commissioner Dale stated when businesses such as the Harbor District are done with a machine after five years, the machine is “toast”.
MOTION CARRIED WITHOUT DISSENT.

D. CONSIDERATION OF CONTRACT WITH ADVANCED SECURITY SYSTEMS FOR REDWOOD TERMINAL 2 FIRE ALARM SYSTEM, NOT TO EXCEED $38,178.40.

Executive Director reported this item is for the Redwood Terminal 2 fire sprinkler system alarm system, funded by the New Market Tax Credits program. The Request for Proposals was distributed September 22, 2014. Two proposals were received – Advanced Security Systems and Safety Dynamics Fire Life Safety (Oakland). Safety Dynamics proposed a new system costing $839,598; Advanced proposed new components with existing system for a total $38,178.40. Staff recommended awarding the contract to Advanced Security Systems not to exceed $38,178.40.

COMMISSIONER HIGGINS MOVED FOR THE APPROVAL OF CONTRACT WITH ADVANCED SECURITY SYSTEMS FOR REDWOOD TERMINAL 2 FIRE ALARM SYSTEM, NOT TO EXCEED $38,178.40.
COMMISSIONER DALE SECONDED.

Sebastian Elrite said he has known Chuck and Rick Petrusha with Advanced Security Systems for a long time. It is good to go with a local company; they have their service down to an art form.

MOTION CARRIED WITHOUT DISSENT.

E. ELECTION OF OFFICERS.

COMMISSIONER DOSS MOVED FOR THE APPROVAL OF THE CURRENT SLATE OF OFFICERS: COMMISSIONER MARKS PRESIDENT, COMMISSIONER HIGGINS VICE PRESIDENT, AND COMMISSIONER DALE SECRETARY. COMMISSIONER DOSS’ MOTION FAILED FOR A LACK OF A SECOND.

Commissioner Dale said he is proud of Commissioner Marks’ ability to lead a meeting and would support any slate. There is a certain value of allowing someone else to lead the charge. Commissioner Dale said he would like to see Commissioner Higgins as President.

COMMISSIONER DALE MOVED FOR THE APPROVAL OF COMMISSIONER HIGGINS PRESIDENT, COMMISSIONER WILSON VICE PRESIDENT AND COMMISSION DALE SECRETARY. COMMISSIONER HIGGINS SECONDED.

Sebastian Elrite asked if Commissioner Higgins had ever been President.

Commissioner Higgins commended Commissioner Marks as the Chair; diplomatic and respectful.

Executive Director stated he has appreciated the time Commissioner Marks has dedicated for meetings.

Commissioner Marks thanked is fellow commissioners for their kind words and said he was fortunate to be able to follow Commissioner Wilson.

MOTION CARRIED WITHOUT DISSENT.

Commissioner Marks passed the gavel to President Higgins.


COMMISSIONER DALE MOVED FOR THE ADOPTION OF RESOLUTION 2016-02, A RESOLUTION DESIGNATING BUSINESS MATTERS, APPOINTMENT AND AUTHORIZATION FOR THE HUMBOLDT BAY HARBOR, RECREATION AND CONSERVATION DISTRICT FOR CALENDAR YEAR 2016.
COMMISSIONER MARKS SECONDED.
ROLL CALL VOTE WAS TAKEN:
COMMISSIONER DOSS – AYE
COMMISSIONER DALE – AYE
COMMISSIONER MARKS – AYE
COMMISSIONER WILSON – ABSENT
COMMISSIONER HIGGINS – AYE

MOTION CARRIED WITHOUT DISSENT.

G. DISCUSSION OF PURCHASE OF VIBRACORE SYSTEM.

Deputy Director reported the sampling and analysis plan has been submitted and staff expects approval within one month. At that time, sampling will begin at several City of Eureka sites, Woodley Island Marina and Fields Landing Boat Yard. 50 samples are required at each site. Most contractors lease the vibracore equipment; the insurance and transportation costs are additional.

Executive Director spoke about the vibracore operations. The tender Bar Fly will be used and there will be a combination of hired contractors to take the samples. Lab costs will be approximately $100,000. The City of Eureka and SHN Engineers are interested in partnering on purchasing a system for approximately $25,000.

Commissioner Doss asked if there are any local entities who already have this equipment. Executive Director replied there are none that own the equipment; rentals are available in San Francisco.

President Higgins stated if the District owned their equipment, sampling can be done strategically in a timely fashion.

Commissioner Doss asked when the last sampling was done. Deputy Director responded PG&E paid an independent contractor from Santa Cruz for field sampling at a cost of approximately $50,000-$60,000.

Sebastian Elrite asked how long the samples are good. Deputy Director said the shelf life is different depending on the constituent.

ADMINISTRATIVE AND EMERGENCY PERMITS: None

The Regular Meeting of the Board of Commissioners adjourned at 8:25 p.m.

APPROVED BY: 
[Signature]
Greg Dale
Secretary

RECORDED BY:
[Signature]
Patricia Tyson
Director of Administrative Services